Using UDKs for ADS data entry-

If anyone from your clinic is entering data into ADS, you can use CHCS to make your life easier. CHCS has the capability to turn your most common diagnoses and CPTs into one keystroke. Imagine being able to code more than 90% of your patients in less than 5 seconds each. If you think that sounds too good to be true, you haven't used UDKs.

User Defined Keys

User Defined Keys are an artifact from the days of repetitive data entry in "dumb" terminal systems (like CHCS). They function as a macro- When you push the specified button (usually shift and a function key) it will enter a specific sequence of keys. For example- if you define the F6 macro to be "Vision Ready is Mission Ready" then every time you hit shift and F6- CHCS will see the same thing as if you had typed, "Vision Ready is Mission Ready". Hot keys like this make any really repetitive task a lot less time-intensive.

I use these hotkeys in my clinic to speed up our ADS entry. You can only use them for items that are EXACTLY THE SAME EVERY TIME.

I have one-keystroke items for very common diagnoses like: Myopia, Hyperopia, Astigmatism and Presbyopia. Some very common E&M codes like 99499 and 99212 (for CL F/U visits) are easly done with one keystroke. The real time saver is having our top CPTs- including full exam and refraction in one key.

I also have one rx shortcut- for my most common prescription- Artificial tears. If I want to give a patient artificial tears qid and prn for dry eyes, I can just hit shift and F12 at the "Outpatient Medication" prompt and it's all done.

You can use UDKs up to the limits of the system – only 15 total keys are available, and there is a limit of 70 characters per line and 210 per library. You can have a default library that will load every time you log into CHCS. I made one for my techs to make scheduling patients easier. They used to have to hit the ENTER key at least 15 times to book an appointment. Now they have shortcuts and save the patient's time when booking.

UDK information is available in the on-line user menu. Just type OLUM at almost any prompt, IND for index, hit return for basic CHCS info, and Brouse down to the UDK information. Ask your local CHCS administrator if all this makes no sense, but you still want to save time in your clinic.

I'd like to emphasize that these are only the most common diagnoses- we still code all diagnoses and appropriate procedures for our patients. The shortcut keys are just to make life easier and not the only resource in use.

Here's an example of the CHCS UDK library I use every day for ADS entry.

CR means Carriage Return (or ENTER) and is entered with CTRL+SHIFT+F3 (or SHIFT+F13 on dumb terminals) It will show up as a blinking CR
v is the Down Arrow which is entered with CTRL+SHIFT+F8 (or SHIFT+F18 on dumb terminals) It shows onscreen as a blinking v

UDK Library Report   01 Mar 2004 12:40:50

Name: optom   Usage: PUBLIC
Editor: MCGOWAN,KEVIN J   Editable: EDITABLE

Current UDK macro definitions:
F6   99499CR1CRvvvfc
F7   92004CR 1CRvvv92015CR1CRvvv
F8   92014CR1CRvvv92015CR1CRvvv
F9   92340CR 1CRvvv
F10 92326CR1CRvvv
F11 92310CR1CRvvv
F12 tearsCRCRins 1 gtt ou qid and prn for dry eyes #15 RF4CR
F13 3671CRCR
F14 36721CRCR
F15 3670CRCR
F16 3674CRCR
F17 92002CR1CRvvv
F18 92012CR1CRvvv
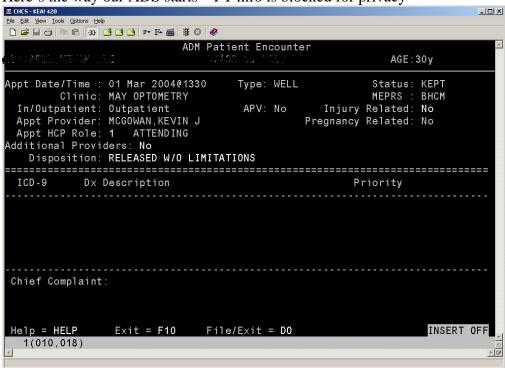F19 92341CR1CRvvv
F20 99212CR1CRvvvFF

This is my keyboard "cheat sheet." I have a copy of this taped over the function keys on every keyboard that I use in clinic. Shaded areas do not function as hotkeys, but I have found they are good places to put other codes for reference.

If you use the old CHCS 'dumb' terminals, you'll want to move these around so they'll fit better with the F6-F20 keys.
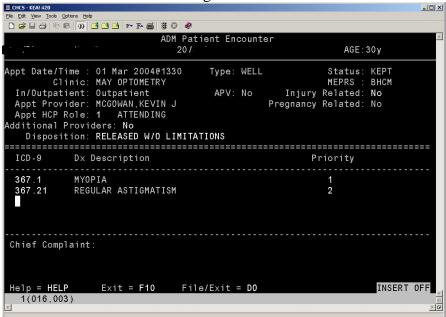
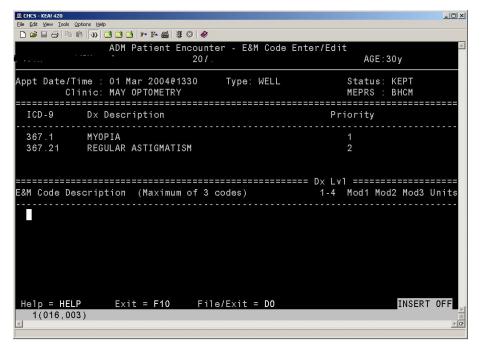|	F3	F4		F5	F6	F7	F8		F9	F10	F11	F12
CTRL + SHIFT	Myopia 367.1	Astigmat 367.21		Hyperope 367.0	Presbyope 367.4	New Pt Limited 92002	Est Pt Limited 92012		Specs Bifocal 92341	CL F/U E&M 99212 No CPTs	Corneal Abrasion 918.1	Contact Lens Fit Bandage 92070
SHIFT	Remove corneal FB w SL 65222	Retinal photos 92250			E&M 99499	New PT Full Exam 92004 92015	Est Pt Full Exam 92014 92015		Specs-Single Vision 92340	Contact Lens Re-Fit 92326	Contact Lens New Fit 92310	Artificial Tears Rx

Example of using these keys:

Here's the way our ADS starts – PT info is blocked for privacy
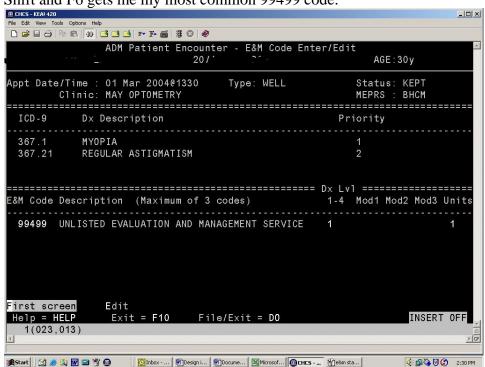

All I do is hit RETURN to get to the ICD-9 part of the screen, then hit SHIFT+CTRL+F3 and SHIFT+CTRL+F4 and we get:
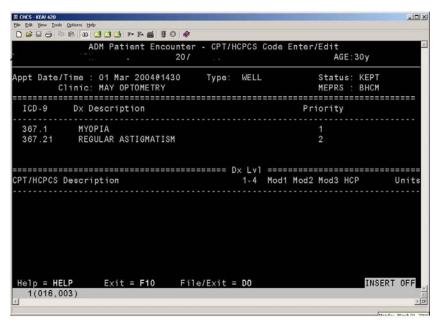

Not bad for 2 keystrokes. The I hit return twice to get to the E&M screen
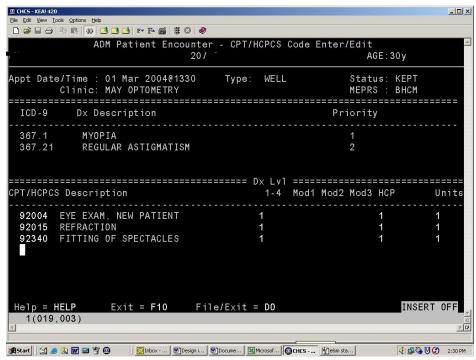
Shift and F6 gets me my most common 99499 code:

Then it automatically goes to the CPT screen:

I then hit SHIFT+F7 for a new patient, and SHIFT+F9 for fitting of specs

Hit return three times, and you're done. Not bad for 11 total keystrokes!

Again- if the patient has more diagnoses or more procedures- just put them in at the appropriate places.